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Ms. Elaine Zorbas, Head
Research Section Information
Pasadena Public Library
285 East Walnut Street
Pasadena, CA 91101

Dear Ms. Zorbas:

Thank you for taking the time to meet with us last week. As discussed, we would like to use the Pasadena Public Library as an Information Repository for the JPL Superfund Activities.

JPL is required by law to establish both information repositories and an off-site administrative record to provide the public the opportunity to review documents and information related to clean-up issues. The administrative record is a legal file of documents which EPA considers or relies upon in selecting a clean-up plan.

This documentation will include:

- The administrative record (on microfilm)
- Remedial Investigation/Feasibility Study Work Plan
- Community Relations Plan
- Remedial Investigation Report (Draft and Final)
- Feasibility Study Report (Draft and Final)
- Responsiveness Summaries
- Signed Record of Decision
- Federal Facility Agreement
- Remedial Design Work Plan
- Copies of the laws that govern environmental clean-up operations (CERCLA and RCRA)
- Copy of regulations (National Contingency Plan)
- Documentation of Site Sampling Results
- Brochures, Fact Sheets, and other information about the Superfund Program and the specific site
- Copies of press releases and newspaper clippings that refer to the site

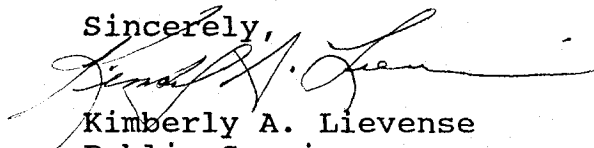
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Elaine Zorbas

The above-listed information will gradually accumulate over several years. JPL staff will deliver materials to the library as they become available. We will rely on the library's system for public access, in view of your expertise in information dissemination. A repository requires continual maintenance to avoid misunderstandings based on dated information. JPL staff will periodically check the repository to insure that all essential materials are available.

An information repository provides local officials, citizens, and the media with easy access to accurate, detailed and current data about the site. It demonstrates that JPL is responsive to citizens' needs for comprehensive site information.

We appreciate your consideration in this matter and look forward to hearing from you at your earliest convenience.

Sincerely,



Kimberly A. Lievense
Public Services
Representative

KAL:slm

cc: Mr. Ed Szynara, Library Director
Ms. Vickey Johnson, Principal Librarian
Reference Services